

Safety Simply Stated



October 2004

Volume 1, Issue 10

Message from the Safety City Officer, Michael Alio



The Bloodborne Pathogen Program is designed to protect employees from exposure to potentially infectious blood and body fluids. The more prominent diseases of concern consist of Hepatitis B, Hepatitis C, and HIV. The City Safety Office is currently updating the Bloodborne Pathogen Program.

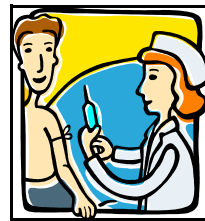
Cal/OSHA requires that once a year employers review their Bloodborne Pathogen Program. During this review process, the employer must make an exposure determination for the different employee classifications. The exposure determination is based on what OSHA calls "occupational exposure." Occupational exposure is defined as reasonably anticipated skin, eye, mucous membrane, or parenteral contact with blood or other potentially infectious materials that may result from the performance of an employee's duties.

Parenteral contact is defined as piercing mucous membranes or the skin barrier through such events as needlesticks, human bites, cuts, and abrasions.

Based on those definitions the City must determine employees that fall into the category of having occupational exposure. At first glance, this may seem to be any easy task, with nurses, police officers, lifeguards, security officers, and fire fighters easily meeting the definition. But groups such as refuse operators, plumbers, park rangers, and custodians also may have occupational exposures.

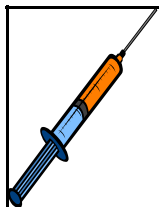
Occupational exposure occurs when the employee is expected to give first aid as part of their job duties, may have the potential for a needlestick such as during trash collection, or may clean areas where blood or body fluids may be present such

as in bathrooms. Other examples exist but these are the most common.



Employees that are classified as having occupational exposure must be offered the Hepatitis B vaccination. The employee may decline the vaccination, however, the City must have a signed declination on file for that employee.

The Safety Office appreciates your help in updating this important plan.



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Special points of interest:

- Mike's Article—Bloodborne Pathogen
- Hearing Program
- Hearing Testing Schedule
- Halloween Safety Tips
- Quick Reference Guide for Air Brakes Checks
- Answers to September Word Search

Hearing Loss Prevention Programs Are a Good Value

Article from Today's Supervisor, February 1, 2000

An effective hearing loss prevention program will cost you both time and money. Is it worth it? You bet! Noise-induced hearing loss is debilitating, and you can't cure it with hearing aids. Noise destroys many noise-sensing cells in the inner ear that no hearing aid can replace. Because this hearing loss occurs gradually over many years, people often only detect it when they have difficulty communicating with others or find it hard to hear safety signals in the workplace. In the long run, a good hearing loss prevention program is good for business.



"The best person to protect your hearing is you"

Follow the law

First of all, if your workplace is noisy, the law may require you to monitor the noise and enroll your workers in a hearing conservation program. By following state and federal health and safety rules, you can avoid substantial fines or penalties.

Employers have not experienced a flood of claims for occupational hearing loss since the hearing conservation amendment became effective. However, such claims are growing in number and dollar amount as workers, labor organizations and state law makers become more aware of the issues relating to noise-induced hearing loss. A hearing loss prevention program will help you minimize compensation claims for hearing loss.

Show your employees that you care

Your employees are your most valuable resource. Hiring and training new employees is time-consuming and expensive. Retaining good employees and retraining them as needed is more cost-effective.

Ensuring that your employees retain their sense of hearing will increase the likelihood that they remain versatile in their capabilities. They can also more easily adapt to the changing needs of your workplace and become more "promotable" to fill the expanding roles within your organization. A strong hearing loss prevention program

demonstrates concern for the health and well-being of your employees. Your concern also helps promote good labor relations.

Improve productivity

Studies have shown that quieter workplaces are more productive and efficient—especially when the work is complex or requires concentration. Workplaces that are quieter also have lower injury rates.

Other studies have shown that when verbal communication is important to the job, a quieter workplace results in a more accurate transfer of information between workers. Fewer misunderstandings mean better quality work and fewer injuries. This translates into improved productivity and lower costs for you.

A quieter workplace may be a less stressful workplace. Companies that have implemented hearing loss prevention programs often find less absenteeism, greater job satisfaction, and improved morale among their employees.



Test Your Hearing Protection Knowledge Quiz



- T or F 1. Noise is unwanted or unpleasant sound that can get in the way of sounds we would rather hear.
- T or F 2. Too much noise can cause you to lose your hearing.
- T or F 3. The only time you need to be concerned about too much noise is when you're at work.
- T or F 4. You run the risk of hearing loss if you're exposed to an average of more than 75 decibels over an 8-hour workday and do not wear hearing protection.
- T or F 5. Pitch, or frequency, has nothing to do with whether noise will harm your hearing.
- T or F 6. Your company must follow a hearing conservation program if noise levels reach 85 decibels on an 8-hour, Time Weighted Average basis.
- T or F 7. If you work in a high noise area, you will be required to take annual hearing tests to determine if your ability to hear has changed.
- T or F 8. If the noise level in your area is too high, your company will immediately move you to another area.
- T or F 9. Canal caps are the best form of hearing protection.
- T or F 10. Sometimes homemade hearing protection, such as a cotton balls or cigarette filters, work just as well as what your organization give you.

Answers will be published in the next issue of the Safety Simply Stated!



HEARING TESTING SCHEDULE - OCTOBER 2004

| Date(s) | Department/Location | Schedule Hour(s) | Contact Person | Phone No. |
|-------------------------|--|--------------------|-----------------|-----------|
| 5-Oct 6-Oct 7-Oct | Fire - Fire Training Center 2241 Argonne Avenue Long Beach, CA 90815 | 8:00 am - 5:00 pm | Robbie Grego | 570-4980 |
| 13-Oct 14-Oct | Parks, Recreation & Marine Beach Maintenance Yard 4320 Olympic Plaza Long Beach, CA 90803 | 6:00 am - 11:00 am | Laurie Browning | 570-3134 |
| 18-Oct | Harbor - Administration 925 Harbor Plaza Long Beach, CA 90802 | 6:00 am - 11:30 am | Scott Phemister | 590-4129 |
| 19-Oct | Harbor - Maintenance 1400 W. Broadway Long Beach, CA 90802 | 7:30 am - 11:30 am | | |
| 19-Oct | Harbor - Administration 925 Harbor Plaza Long Beach, CA 90802 | 3:00 pm - 5:00 pm | | |
| 20-Oct | Water Department 1841 E. 33rd Street Long Beach, CA 90807 | 6:30 am - 12:00 pm | Julie Werner | 570-2368 |
| 21-Oct | Water Department 1841 E. 33rd Street Long Beach, CA 90807 | 6:30 am - 12:00 pm | | |

HALLOWEEN SAFETY GUIDE—SAFETY TIPS FOR ADULTS AND KIDS

by May Jong, Safety Training Coordinator



Halloween is an exciting time for both children and adults. The excitement of Halloween can also make us forget to be careful and do things we shouldn't be doing. To ensure a safe and *Happy Halloween*, here are a few safety tips to follow:

- Make sure costumes are bright in color and reflective, so that they are visible to vehicles.
- Make sure the costumes are fire proof, and the eye holes are large enough for good peripheral vision.
- Make sure the costumes fit and that children wear closed-toe shoes to protect their feet.
- Make sure the children travel in groups, rather than traveling alone.
- Parents should try and accompany children when they go out for trick or treating.
- Parents should inspect all candy before allowing children to eat them.
- Parents should teach their children to look both ways on the streets before crossing.
- Children should not eat unwrapped candy or suspicious looking candy.
- Children should carry a flashlight or glow stick in the dark.
- Children should remember to walk and not run in the streets.



Safety Tips for a Blackout

By: Laurie Browning, Safety Officer, Department of Parks, Recreation and Marine



Have you ever been in the dark and didn't know what to do?

Well, here are some useful tips to follow:

- Only use a flashlight for emergency lighting. Never use candles!
- Turn off electrical equipment you were using when the power went out.
- Avoid opening the refrigerator and freezer.
- Do not run a generator inside a home or garage.
- If you use a generator, connect the equipment you want to power directly to the outlets on the generator. Do not connect a generator to a home's electrical system.
- Listen to local radio and television for updated information.

How Can I Prepare Before a Blackout Happens?

Assemble essential supplies, including:

- Flashlight
- Batteries
- Portable radio
- At least one gallon of water
- A small supply of food
- Due to the extreme risk of fire, do not use candles during a power outage.



If you have space in your refrigerator or freezer, consider filling plastic containers with water, leaving about an inch of space inside each one.

(Remember, water expands as it freezes, so it is important to leave room in the container for the expanded water). Place the containers in the refrigerator and freezer. This chilled or frozen water will help keep food cold if the power goes out, by displacing air that can warm up quickly with water or ice that keeps cold for several hours without additional refrigeration.

If you use medication that requires refrigeration, most can be kept in a closed refrigerator for several hours without a problem. If unsure, check with your physician or pharmacist.

If you use a computer, keep files and operating systems backed up regularly. Consider buying extra batteries and a power converter if you use a laptop computer. A power converter allows most laptops (12 volts or less) to be operated from the cigarette lighter of a vehicle. Also, turn off all computers, monitors, printers, copiers, scanners and other devices when they're not being used. That way, if the power goes out, this equipment will have already been safely shut down. Get a high quality surge protector for all of your computer equipment. If you use the computer a lot, such as for a home business, consider purchasing and installing an uninterruptible power supply (UPS). Consult with your local computer equipment dealer about available equipment and costs.

If you have an electric garage door opener, find out where the manual release lever is located and learn how to operate it. Sometimes garage doors can be heavy, so get help to lift it. If you regularly use the garage as the primary means of entering your home upon return from work, be sure to keep a key to your house with you, in case the garage door will not open.

If you have a telephone instrument or system at home or at work that requires electricity to work (such as a cordless phone or answering machine), plan for alternate communication,

including having a standard telephone handset, cellular telephone, radio, or pager. Remember, too, that some voice mail systems and remote dial-up servers for computer networks may not operate when the power is out where these systems are located. So even if you have power, your access to remote technology may be interrupted if the power that serves those areas is disrupted. Check with remote service providers to see if they have backup power systems, and how long those systems will operate.

Keep your car fuel tank at least half full because gas stations rely on electricity to power their pumps.

Follow energy conservation measures to keep the use of electricity as low as possible, which can help power company(ies) avoid imposing rolling blackouts.

What Do I Do During A Blackout?

Turn off or disconnect any appliances, equipment (like air conditioners) or electronics you were using when the power went out. When power comes back on, it may come back with momentary "surges" or "spikes" that can damage equipment such as computers and motors in appliances like the air conditioner, refrigerator, washer, or furnace.

Leave one light turned on so you'll know when your power returns.

Leave the doors of your refrigerator and freezer closed to keep your food as fresh as possible. If you must eat food that was refrigerated or frozen, check it carefully for signs of spoilage. See the Red Cross brochure called, "Help The Power Is Out" for more information.

Use the phone for emergencies only. Listening to a portable radio can provide the latest information. Do not call 9-1-1 for information -- only call to report a life-threatening emergency.

(Continued on page 5)

Safety Tips for a Blackout — (Continued from page 4)

Eliminate unnecessary travel, especially by car. Traffic signals will stop working during an outage, creating traffic congestion.

Remember that equipment such as automated teller machines (ATMs) and elevators may not work during a power outage.

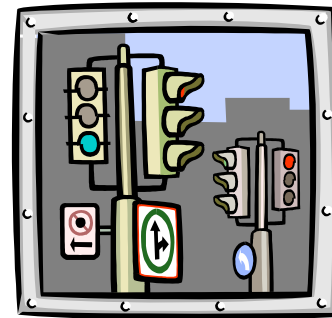
If it is hot outside, take steps to remain cool. Move to the lowest level of your home, as cool air falls. Wear lightweight, light-colored clothing. Drink plenty of water, even if you do not feel thirsty. If the heat is intense and the power may be off for a long time, consider going to a movie theater, shopping mall, or "cooling shelter" that may be opened in your community. Listen to local radio or television for more information. Get more tips on the preparing for a heat wave.

Remember to provide plenty of fresh, cool water for your pets.

If it is cold outside, put on layers of warm clothing. Never burn charcoal for heating or cooking indoors. Never use your oven as a source of heat. If the power may be out for a prolonged period, plan to go to another location (relative, friend, or public facility) that has heat to keep warm.

If you're in a vehicle during a power outage, follow these important safety tips:

- Avoid unnecessary travel. Traffic signals may be out of service, resulting in traffic jams and unusually hazardous situations.
- STOP at all intersections, then proceed cautiously when traffic permits.
- STOP at all railroad crossings until you're sure the traffic is clear.
- Obey law enforcement officers who are directing traffic.
- If you have to pull off the roadway, use your emergency flashers to alert traffic.
- Watch out for pedestrians along darkened roadways.
- If you see any criminal activity, be a good witness and dial 9-1-1.



HEARING LOSS

By: Jerry Wolfe, Safety Officer, Long Beach Energy

When you notice a difference between loud sounds and quiet sounds, your ears are perceiving changes in sound pressure level. Intensity (or volume) is measured in decibels (dB). Zero (0) dB is the softest sound that can be heard. Normal conversation is around 40dB to 60dB, a whisper around 30dB. A rock concert can average between 110 and 120dB. Pain from hearing is subjective. Levels below 125dB may be painful to some individuals.

The sound from a jet plane is approximately 140dB. At rock concerts, the dB level can be as great as 140 dB in front of the speakers, but less than 120 dB at the back which is still very loud and dangerous.

Decibels are measured on a logarithmic scale. Each increase of 10 on the scale represents a tenfold

increase in loudness. 20 dB is 10 times as loud as 10 dB; 30 dB is 100 times louder than 10 dB, and so on.

The maximum exposure time for unprotected ears per day is 8 hours at 90 dB according to The Occupational Safety and Health Administration (OSHA) guidelines. For every 5 dB increase in volume, the maximum exposure time is cut in half.

95 dB - 4 hours
100 dB - 2 hours
110 dB - 30 min
120 dB - 7.5 min

Other sources of noise: boom cars, bars, dance clubs, motorcycles, auto races, monster trucks, farm and factory equipment, power tools, guns, sporting events, crowd noise, stereo headsets.

Hearing Damage

Noise-induced hearing loss affects both the quantity and the quality of sound. Understanding human speech

(Continued on page 6)

Hearing Loss — (Continued from page 5)

becomes difficult because words become indistinct. Excessive sound exposure damages hearing by overstimulating the tiny hair cells within the inner ear. There are between 15,000 and 20,000 of these microscopic sensory receptors in the cochlea (coke-lee-ah). When these hair cells are damaged, they no longer transmit sound to the brain. Sounds are muffled. Hearing damage through noise exposure is permanently lost. Hearing aids amplify the remainder of your hearing.

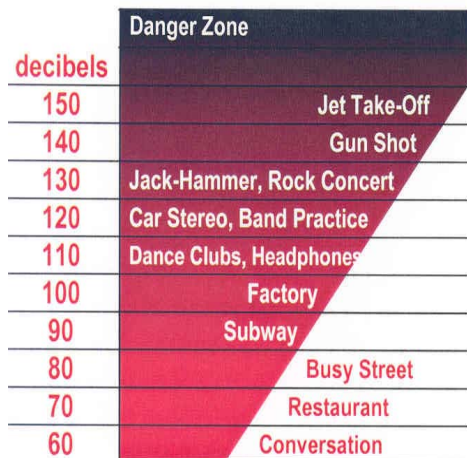
Is Your Hearing at Risk?

Warning signs:

After exposure to loud music or noise you may experience one or more of the following:

- Ringing or buzzing in the ears
- Slight muffling of sound
- Difficulty in understanding speech. You can hear all the words, but you can't understand them
- Difficulty in hearing conversation in groups of people when there is background noise, or in rooms with poor acoustics

If you experience any of these early warnings, don't wait to seek help. Have your hearing checked by an audiologist, or have your ears examined by an ear specialist. Protect your hearing by wearing ear plugs or turning down the volume. Take breaks. Give your ears a chance to recover.



Quick Reference Guide For Air Brake Checks

Governor cut-in: Start with a full tank of air. Apply service brakes every 10 to 15 seconds and look for movement on air gauge. Governor cut-in has occurred when the needles begin to rise. Governor must cut-in no lower than 85 psi.

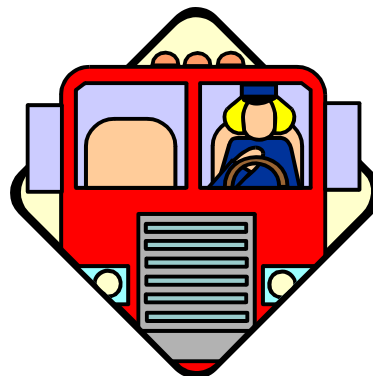
Governor cut-out: Allow time for air compressor to fill tanks completely (110 to 130 psi maximum). Governor has cut-out when the needles have stopped rising on the air gauge.

Applied Air Brake Test : (3/60) Turn Engine off and release all brakes. (Use wheel chocks if needed). Apply full pressure to service brake (foot valve) and hold, when needles have stabilized start to time for air loss. Wait one full minute: Air loss should be no more than 3 psi. in one minute.

Low Air Pressure Warning Device: (60 psi) Turn ignition key to the on position (Do not start engine). Pump the service brake (foot valve) to reduce air pressure. When the Low Air Warning light and/or buzzer activates, stop pumping the brake and read the pressure on the air gauge. The low air warning device must activate before the pressure drops below 60 psi.

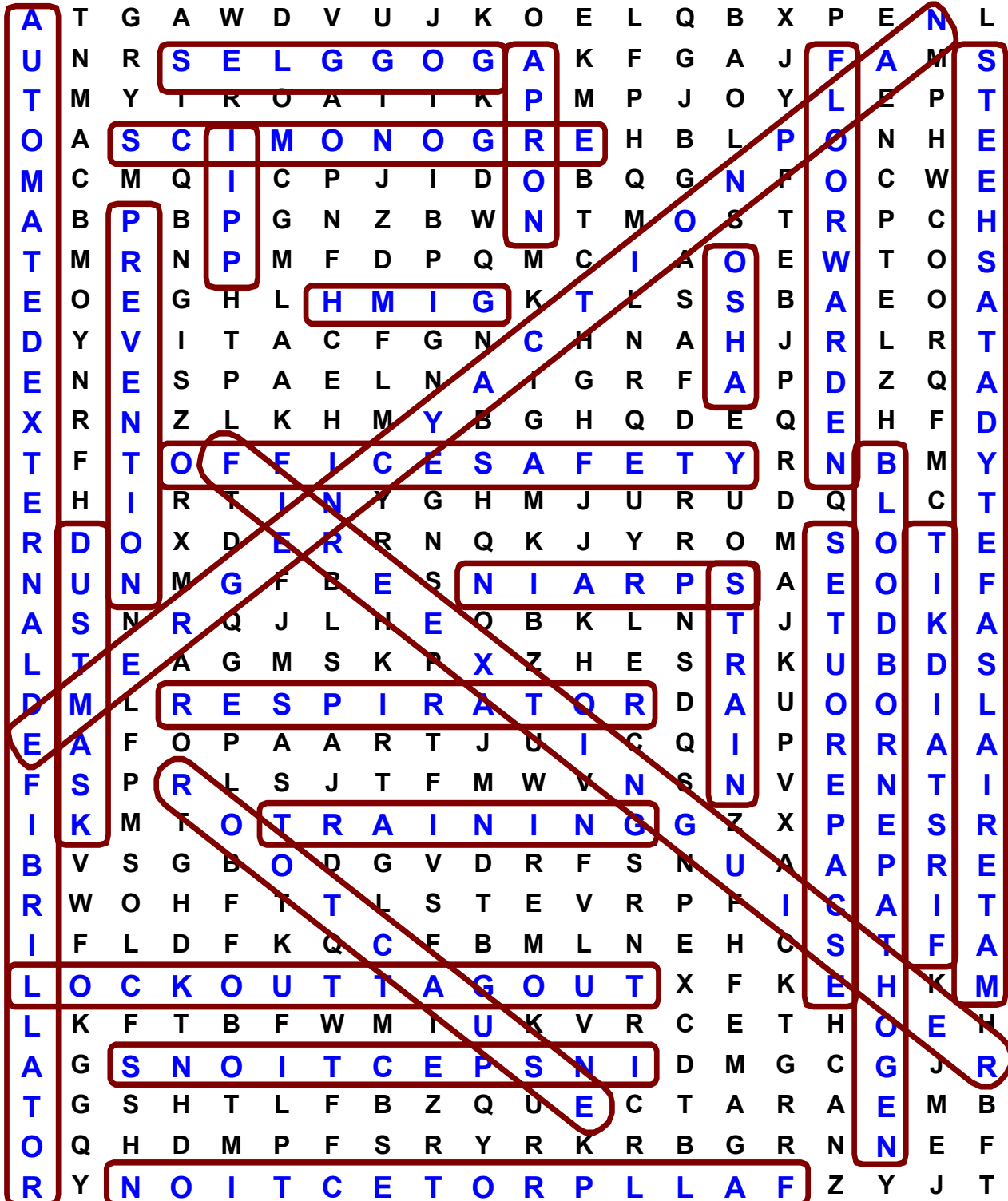
Emergency (Spring) Brake Test: Pump the service brake (foot valve) to reduce air pressure from the system. When the parking brake (yellow knob) pops out, stop pumping and read the pressure on the air gauge. Emergency (spring) brakes must activate between 20 & 45 psi.

Parking Brake Test: Start vehicle and fill air tanks completely (110 to 130 psi). Put transmission in low gear and with the throttle and/or clutch tug against the parking brake. Vehicle should not move.



How did you do?

ANSWERS TO SAFETY WORD SEARCH





October 2004

Citywide Employee Safety Training Calendar

(Scheduled as of September 28, 2004)



| Date(s) | Course | Time(s) | Location |
|-----------------------|---|---|--|
| October 5—October 7 | Hearing Test (on-going)  | 8:00 am—5:00 pm | Fire Department, Fire Training Center, 2241 Argonne Avenue, Training Room |
| October 7 | Body Mechanics Training (2 hrs) | 10:00 am—12:00 pm | PW/EDC, 2929 E. Willow Street, Classroom |
| October 7 | Fall Protection (4 hrs) | 12:30 pm—4:30 pm | PW/EDC 2929 E. Willow Street, Classroom |
| October 13—October 14 | Hearing Test (on-going)  | 6:00 am—11:00 am | Parks, Recreation & Marine – Beach Maintenance, 4320 Olympic Plaza |
| October 13—October 15 | Defensive Driver Training (4 hrs) 2-sessions | 8:00 am—12:30 pm & 12:30 pm—4:30 pm | Harbor Administration, 925 Harbor Plaza Drive, 5th floor training center & 2nd floor conference room |
| October 14 | Forklift (Initial) Class 4 (8 hrs) | 8:00 am—4:30 pm | LBE, 2400 E. Spring Street |
| October 14 | First Aid (Module 2) (4 hrs) 2-sessions | <u>AM session</u> 8:00 am—12:00 pm <u>PM Session</u> 12:30 pm—4:30 pm | American Red Cross, 3150 E. 29th Street, Classroom 2 |
| October 18—19 | Hearing Test (on-going)  | <u>AM session</u> 6:00 am—11:30 am 7:30 am—11:30 am <u>PM session</u> 3:00 pm—5:00 pm | Harbor Administration, 925 Harbor Plaza Harbor Department, Harbor Maint Yard, 1400 W. Broadway Harbor Administration, 925 Harbor Plaza |
| October 20—October 21 | Hearing Test (on-going)  | 6:30 am—12:00 pm | Water Department, 1841 E. 33rd Street |
| October 20 | Bloodborne Pathogen (Module 3) (3 hrs) | 7:45 am—11:00 am | PW/EDC, 2929 E. Willow St. |
| October 20 | Bomb Threat Awareness (1 1/2 hr) | 8:30 am—10:00 am | PD/WPSS, West Police Substation, 1835 Santa Fe Avenue |
| TBD | Lockout/Tagout (4 hrs) | TBD | TBD |



Created: 9/28/04

NOTE: Course dates and time are subject to change without notice. Please be advised that HR will request a JV charge point from departments who have employees signed up for training and they do not show up for the class. If you have any questions, please contact May Jong, Risk Management @ may_jong@longbeach.gov



Happy Halloween Everyone !

Safety is Everybody's Business



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We're on the web!!
<http://wmirror.ci.long-beach.ca.us:8000/hr/employees/safety/index.htm>

Don't Forget...

FIRE PREVENTION WEEK
OCTOBER 3-9, 2004



- Have you checked your smoke detectors? Test detectors monthly and change the batteries twice a year.
- Use candles carefully. Place them on stable surfaces, out of children's reach and away from flammable materials.
- Establish and practice a family fire escape plan for your home.
- Know the proper emergency-exit routes and procedures in your workplace.